

**RITA AND TRUETT SMITH PUBLIC LIBRARY
PATRON BEHAVIOR POLICY
Approved by the Library Board June 12, 2017**

The Rita and Truett Public Library is created for the specific purpose of providing public access to materials, programs, and services offered by the Library. Library staff is committed to providing the best possible customer service in an open and inviting atmosphere, and this Policy is designed to ensure this atmosphere is maintained at all times.

The Library is a facility owned and operated by the City of Wylie. Each Library patron is expected to exercise reasonable care in his/her use of the facilities. In keeping with the Library's commitment to customer service and the provision of a safe and inviting atmosphere, the following guidelines are set forth to define those activities that are inappropriate for Library patrons while on Library premises and are prohibited. Library staff will enforce these guidelines in a consistent and impartial manner. Library staff will remind patrons of the rules, when necessary. Library staff may approach a patron in pairs to discuss this Policy. This Policy is subject to change.

Violations of this Policy may result in the expulsion of patrons from Library premises and/or criminal prosecution.

Admittance to the facility is allowed only during designated open hours.

All applicable state laws and local ordinances shall apply.

In addition, the following behaviors are prohibited:

- Harassment of staff or other patrons (including, but not limited to, verbal abuse and sexual harassment).
- Abusing or vandalizing library facilities or equipment
- Bringing birds and/or other animals into the library (except service animals authorized by law)
- Gambling
- Illegal Acts
- Mutilating library materials
- Creating excessive noise or using a sound-generating device
- Removing library materials from the building without checking them out
- Sleeping
- Smoking
- Engaging in loud conversation or rowdy behavior
- Littering
- Spitting
- Stalking other patrons or staff (including looking into an area, such as a restroom, that is designed to provide privacy to a person using the area).
- Engaging in acts of sexual misconduct, including, but not limited to, indecent exposure, sexual contact and sexual intercourse
- Loitering (assembling without a legitimate purpose)

- Making offensive gestures, cursing or using obscene, abusive, profane or threatening language.
- Distribution of petition, surveys, advertising sales or any printed material, except as authorized
- Use of furniture in any manner that may damage the furniture
- Possession or consumption of alcoholic beverages or illegal drugs. If a patron is suspected to be under the influence of drugs or alcohol the police will be called immediately.
- Soliciting funds or offering goods or services for sale
- Talking loudly, making loud noises, or using cellular phones so that it disturbs other patrons. Cell phone use is permitted if kept to a minimum and within a reasonable volume.
- Using restrooms for washing clothes or bathing
- Using drones or other flying objects in the building including courtyard and parking lot areas on Library premises
- Moving furniture in study rooms
- Patrons shall not be permitted to enter the building without wearing a shirt or other covering of their upper or lower torso or without wearing shoes
- Patrons are responsible for their own possessions. The Library will not be responsible for patrons' items
- Patrons are not allowed to enter areas posted as “Staff Only” without permission. These areas include but may not be limited to, any staff work area, the staff kitchen and the mechanical areas of the building.
- Using/riding roller blades, skateboards, heeies or any other wheeled shoes on Library property
- Engaging in any other activity that disturbs normal activities and/or the environment for other patrons or Library staff

Patrons shall not use any equipment that appears broken, malfunctioning or defective and shall not remove signage indicating the equipment is out of service or not to be used. Patrons shall immediately report equipment problems to Library staff.

Food and drink are allowed in designated areas only.

Bicycles must be chained to the outside bicycle rack.

The Library is not responsible for any property losses or personal injury occurring on Library property.

Children ages nine (9) and under must be supervised and accompanied at all times by an adult who is responsible for their behavior while in the Library.

Adult patrons unaccompanied by children, who are not in the Children’s Section to select materials or to consult with Library staff, shall be required to move to another area in the Library.

Only children in sixth to twelfth grade may use the Teen Room. Any other individual who is not in the Teen Room to select materials or to consult with Library staff shall be required to move to another area in the Library.

Teen Services

Teen programs are for children in grades sixth through twelfth.

Parents may be in the Teen Room with their child if their child is between grades six and twelve. Younger children in the family are not allowed to stay in the Teen Room with their parents. Parents may not play board games, electronic games, or check-out laptops.

POLICIES GOVERNING THE USE OF THE LIBRARY BY CHILDREN

Supervision of children during open hours:

Children age nine (9) and under should be supervised at all times by a responsible adult. The parent or legal guardian cannot be in another area of the library while their children are in the children's department.

If a child age nine (9) and under is unattended and a responsible adult cannot be located, Library staff will call the police.

Disruptive children during open hours:

Disruptive children, ages 17 and under, will be asked to leave the Library. Staff will permit the child to call a parent. Depending on the severity of the situation, Library staff may call the police.

Unsupervised children after closing:

Children age nine (9) and under who have not been picked up at closing time will be given the opportunity to call a parent. If they are unable to contact a parent or responsible adult, staff will call the police.